

MADERA COUNTY

PUBLIC HEALTH NURSE I PUBLIC HEALTH NURSE II

DEFINITION

Under general supervision (Public Health Nurse I) or direction (Public Health Nurse II), to assist with the planning, organizing, coordination, and administration of an assigned public health nursing program; to provide nursing, educational, and health counseling services in connection with the control and prevention of disease and adverse health conditions; and to do related work as required.

SUPERVISION EXERCISED

Public Health Nurse I

Exercises no supervision.

Public Health Nurse II

May exercise technical and functional supervision over lower level staff.

DISTINGUISHING CHARACTERISTICS

Public Health Nurse I--This is the entry level in the Public Health Nurse class series. Incumbents are expected to be licensed and certified. Positions at this level usually perform most of the duties required of the positions at the Public Health Nurse II level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgement in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Public Health Nurse II--This is the full journey level in the Public Health Nurse class series. Job assignments require the ability to provide professional nursing services with minimal guidance and supervision. Duties include providing training in nursing practices and procedures for other staff. Positions at this level are distinguished from the Public Health Nurse I level by the performance of the full range of duties as assigned, working independently and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class series are flexibly staffed and positions at the Public Health Nurse II level are normally filled by advancement from the Public Health Nurse I level. When filled from the outside, the employee is required to have prior related experience which allows the employee to meet the qualification standards for the Public Health Nurse II level.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Plans and conducts a variety of public health clinics; interviews and takes case histories of patients; gives prescribed treatments, records data and makes necessary referrals; provides nursing services in community health programs through home visits, schools, clinics, conferences, and family health counseling; demonstrates and teaches hygiene and nursing care; works with other staff in planning and coordinating health service programs which may involve developing and implementing policies and procedures and participating in budget development and expenditure control; gathers information and maintains records, ensuring proper confidentiality

of medical information; works with community organizations and groups in the development of health services and education programs; serves as a resource on health problems and issues; provides guidance to assigned nursing students; provides training in nursing practices and procedures for other staff; develops information and prepares a variety of reports; prepares proposals and information for securing grant funds and justifying expenditures; attends meetings and conferences to maintain current information on public health problems and issues; provides case management services including developing individualized service plans, coordinating services necessary to implement the plans, monitoring and evaluating the efficiency of the plans, and performing advocacy activities for clients; provides case findings including identifying, informing, and referring medically at-risk individuals; participates in outreach activities to inform the community of health related services.

OTHER JOB RELATED DUTIES

Performs related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Public Health Nurse I

Knowledge of:

Principles, methods, and procedures of nursing as applied to public health needs and practices.

Current trends and practices in professional nursing.

Preventive medicine.

Causes, treatment, prevention, and early detection of communicable diseases, chronic diseases, and handicapping conditions.

Child growth and development and procedures involved in promoting maternal and child health.

Sociological, psychological, and physical problems involved in public health nursing.

Skill to:

Operate a motor vehicle safely.

Ability to:

Learn community aspects of nursing programs, including community resources and teaching of preventive medicine techniques.

Learn community resources available for public health programs.

Madera County
Public Health Nurse I/II (Continued)

Ability to:

Provide instruction in disease prevention and promote proper nursing care services.
Gather information and prepare a variety of reports.
Effectively represent the Health Department and nursing services to the public, community organizations, boards, commissions, and other government agencies.
Communicate clearly and concisely, both orally and in writing.
Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

No experience is required.

Training:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in nursing or a related field.

License or Certificate:

Possession of a valid license to practice as a Registered Nurse in the State of California.
Possession of a California State Public Health Nursing Certificate.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, and lift 25 lbs.; exposure to cold, heat, noise, outdoors, chemicals, explosive materials, and infectious diseases.

Public Health Nurse II

In addition to the qualifications for a Public Health Nurse I:

Knowledge of:

Community aspects of nursing programs, including community resources and teaching of preventive medicine techniques.
Community resources available for public health programs.
Budget development and expenditure control.
Principles of work direction, training, and program coordination.

Madera County
Public Health Nurse I/II (Continued)

Ability to:

Perform the full range of professional public health nursing services.
Plan and conduct clinic services.
Provide some training for other staff.
Serve as a resource for nursing problems and issues.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Two years of increasingly responsible experience equivalent to that of a Public Health Nurse I with Madera County.

Training:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in nursing or a related field.

License or Certificate:

Possession of a valid license to practice as a Registered Nurse in the State of California.
Possession of a California State Public Health Nursing Certificate.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, and lift 25 lbs.; exposure to cold, heat, noise, outdoors, chemicals, explosive materials, and infectious diseases.

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